5 February 1954 Document No. -Acting Depaty Director (Administration) y Beport for Week Ending 6 February 1954 25X1C Ceneral Projects and Studies in Process 25X1A2d2 3. Administration a. Agency Regulations - (continued item) The following proposed Agency Regulations Control Stair for Final coordination and publication: 25X1A

CONFIDENTIAL

Change #1, Real Estate & Construction - Accountability

25X1A

b. Logistics Support Course - (continued item)

The second Logistics Office Support Course is scheduled to begin on 15 February 1954. Fourteen (14) students have been tentatively selected for this course.

c. Logistics Office Funds - FY-54 - (completed item)

The reprogramming of FY-54 funds based on six (6) months experience is completed. The results of this reprogramming will appear in the Finance and Fiscal Divisions' reports for the period ending 26 February 1954.

4. Transportation Division

25X1C

- b. Operational Statistics, Week Ending & February 1954 (continued item)
 - (1) Trucking Operations:
 - (a) Townage Moved 17 tons (out of town)
 (b) Total Truck Mileage 6,419 miles
 - (2) Cargo Operations:
 - (a) Total Air Shipments 26
 - (b) Tonnage Moved Air 1.8 tons (c) Total Surface Shipments 62

 - (d) Tonnage Moved Burface 26 tons
 - (3) Personal Property Shipments:
 - (a) Incoming Personal Property 9
 - (b) Outgoing Personal Property 6

 - (c) Incoming Privately-Owned Automobiles 1
 (d) Outgoing Privately-Owned Automobiles 5

5. Procurement Division

a. Covert Receiving Point - (now item)

A study is being conducted to determine the feasibility of establishing a receiving point in the Washington area to which nea-local

25X1A6a



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b. Contract Documents and Requisitions - (continued item)

(1) Contracts

25X1A5a1

Contractor	COMOT (b. 40	Commodity	& Quantity	Bollar Velice

(2) Requisitions - By Division Branch

S	pecial Purch.	Military Burch.	Contract	Purchase Order	Jouri
Brought PW	. 19	3	96	139	277
Received	22	18	5	136	مقعاف شهائب
Completed	26	. 18	14	160	24
Pending	15	3	87	10/	2.4

Amt.Oblig. \$16,028.31 \$8,570.96 \$32,060.00 \$11,628.50 \$66,207.77

6. Real Estate and Construction Division

25X1A6a

a. Project: (continued 1tem)

25X1A6a

(1) Recommendations which provide for Communications Offices on the first deck of the Readquarters Building have been forwarded to the contractor for incorporation in the final plans.

25X1C4a

15/

JAMES A. GARRISON Chief of Lowisties

ARTIO/SS/ARL:mk (5 Feb. 1554)

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